



BARBARA FERRER, Ph.D., M.P.H., M.Ed.

Director

JEFFREY D. GUNZENHAUSER, M.D., M.P.H.

Interim Health Officer

CYNTHIA A. HARDING, M.P.H.

Chief Deputy Director

315 North Figueroa Street, Room 003

Los Angeles, California 90012

TEL (213) 240-8117 • FAX (213) 975-1273

www.publichealth.lacounty.gov

November 20, 2018

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

Dear Supervisors:

**APPROVAL TO AMEND CONTRACT NUMBER PH-003253 WITH THE
LOS ANGELES COUNTY OFFICE OF EDUCATION FOR THE
CALIFORNIA TRANSITIONAL KINDERGARTEN STIPEND PROGRAM
EFFECTIVE UPON BOARD APPROVAL THROUGH MARCH 31, 2019
(ALL SUPERVISORIAL DISTRICTS) (3 VOTES)**

SUBJECT

Request approval to execute a contract amendment with the Los Angeles County Office of Education to add services and increase funding to support the Department of Public Health implementation of the California Transitional Kindergarten Stipend Program.

IT IS RECOMMENDED THAT THE BOARD:

1. Approve and instruct the Director of the Department of Public Health (DPH), or her designee, to execute a contract amendment, substantially similar to Exhibit I, to Contract Number PH-003253 with the Los Angeles County Office of Education (LACOE) to support DPH implementation of the California Transitional Kindergarten Stipend Program (CTKSP) and increase the contractual maximum obligation by \$1,000,000 from \$444,126 to \$1,444,126, effective upon Board approval through March 31, 2019; 100 percent offset by the California Department of Education (CDE) award of Child Care and Development Block Grant funding, Catalog of Federal Domestic Assistance Number 93.575.

2. Delegate authority to the Director of DPH, or her designee, to execute amendments to the Contract that extend the term of the CTKSP services through September 30, 2019; adjust the term through March 31, 2020; allow for the rollover of unspent funds; and/or provide an increase or



BOARD OF SUPERVISORS

Hilke L. Sells

First District

Mark Ridley-Thomas

Second District

Shirley Kuehl

Third District

Janice Hahn

Fourth District

Kathryn Barger

Fifth District

ADOPTED

**BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES**

22 November 20, 2018

CELIA ZAVALA
EXECUTIVE OFFICER

decrease in funding up to 10 percent above or below of the CTKSP base maximum obligation, effective upon amendment execution, or at the beginning of the applicable contract term, and make corresponding service adjustments, as necessary, subject to review and approval by County Counsel, and notification to your Board and the Chief Executive Office (CEO).

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

Approval of Recommendation 1 will allow DPH to execute an amendment to Contract Number PH-003253 with LACOE to support DPH implementation of the CTKSP.

In 2015, the State implemented a requirement that a school district or charter school, as a condition of receipt of apportionment for pupils in a Transitional Kindergarten (TK) program, ensure that credentialed teachers first assigned to a TK class have a minimum number of units in early childhood education or childhood development, comparable experience in a preschool setting, or a child development teacher permit issued by the Commission on Teacher Credentialing by August 1, 2020.

CDE provides funding statewide for professional development stipends for teachers in the TK and California State Preschool Program (CSPP) classrooms. To assist teaching staff with meeting TK requirements, first priority for participation in the CTKSP is given to TK teachers seeking academic units in child development. CSPP teachers pursuing academic coursework are given second priority. The stipends cover educational and professional development expenses including: 1) stipends for credentialed teachers to complete at least 24 units in early childhood education and/or child development; 2) registration costs; 3) tuition; 4) Continuing Education Units in early childhood education and official transcripts that prove the required accredited college units in early childhood education and/or child development; and 5) books.

On July 1, 2018, the CEO transferred all current Office for Advancement of Early Care and Education (OAECE) functions to DPH, which include administration and program oversight. The transfer, approved by your Board on November 7, 2018, was undertaken upon agreement that DPH's mission can greatly enhance the OAECE's Early Care and Education (ECE) focus and charge on quality services. The CTKSP is one of the programs under OAECE.

Under the existing DPH contract with LACOE, LACOE assists DPH in the implementation of the Champions for Change – Healthy Communities Initiative (Champions Initiative) Supplemental Nutrition Assistance Program-Education (SNAP-Ed). SNAP-Ed is a federal/State partnership that provides nutrition education for individuals enrolled or eligible to enroll in SNAP. One objective under the Champions Initiative is to provide nutrition education and physical activity promotion while engaging students, parents, and teachers on the improvement and implementation of local school wellness policies. LACOE currently provides technical assistance and trainings to school district committees, teachers, and school-based partners on school wellness policies, implementation methods, and available resources for the SNAP-Ed project.

The recommended amendment will allow LACOE to expand technical assistance and trainings to include teachers and administrators of TK and CSPP serving Los Angeles school districts. LACOE will utilize CDE specialized professional learning modules to support teacher and administrator professional development and improve classroom practices.

Approval of Recommendation 2 will allow DPH to execute amendments to the contract to extend and/or adjust the term of the contract; rollover unspent funds; and/or increase or decrease funding

up to 10 percent above or below the CTKSP base maximum obligation, effective upon amendment execution or at the beginning of the applicable contract term, and make corresponding service adjustments, as necessary. This recommended action will enable DPH to amend the contracts to adjust the term through March 31, 2020. Such amendments will only be executed if and when there is an unanticipated extension of the term of the applicable grant funding to allow additional time to complete services and utilize grant funding. This authority is being requested to enhance DPH's efforts to expeditiously maximize grant revenue, consistent with Board Policy 4.070: Full Utilization of Grant Funds.

Recommendation 2 will also enable DPH to amend the contract to allow for the provision of additional services that are above the service level identified in the current contract and/or the inclusion of reimbursed eligible costs, based on the availability of grant funds and grant funder approval. While the County is under no obligation to pay a contractor beyond what is identified in the original executed contract, the County may determine that the Contractor has provided evidence of eligible costs for qualifying contracted services and that it is in the County's best interest to increase the maximum contract obligation as a result of receipt of additional grant funds or a determination that funds should be reallocated. This recommendation has no impact on net County cost.

Implementation of Strategic Plan Goals

The recommended actions support Strategy II.2, Support Educational Outcomes for Systems Involved Youth, of the County's Strategic Plan.

FISCAL IMPACT/FINANCING

The total cost for the recommended contract amendment for the period effective upon Board approval through March 31, 2019 is \$1,000,000; 100 percent offset by CDE/Child Care and Development Block Grant funding.

There is no net County cost associated with this action. Funding is included in DPH's fiscal year (FY) 2018-19 Final Budget and will be requested in future FYs, as necessary.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

On June 16, 2015, your Board authorized the CEO to accept an award from CDE in the amount of \$3,643,172 in Child Care and Development Block Grant funding, to support the County's participation in the CTKSP for the grant period of July 1, 2014 through June 30, 2017. Subsequently, the CEO accepted an amendment from the CDE to extend the term through March 31, 2019. DPH will seek further amendments from CDE to extend the term through September 30, 2019.

County Counsel has reviewed and approved Exhibit I as to use.

CONTRACTING PROCESS

On December 13, 2016, your Board authorized the Interim Director of DPH, or her designee, to execute a sole source contract with LACOE to implement the Champions for Change – Healthy Communities Initiative, effective upon Board approval through September 30, 2019.

The recommended amendment will allow LACOE to expand its services to include CTKSP training.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

Approval of the recommended actions will allow LACOE to provide specialized training to TK and CSPP teachers and administrators in Los Angeles County.

Respectfully submitted,



BF:ev
#04521

Enclosures

c: Chief Executive Officer
County Counsel
Executive Officer, Board of Supervisors

Contract No. PH-003253

**DEPARTMENT OF PUBLIC HEALTH
CHAMPIONS FOR CHANGE – HEALTHY COMMUNITIES INITIATIVE CONTRACT**

Amendment No. 5

THIS AMENDMENT is made and entered into this _____ day
of _____, 2018,

by and between COUNTY OF LOS ANGELES (hereafter
"County"),

and LOS ANGELES COUNTY OFFICE OF
EDUCATION (hereafter "Contractor").

WHEREAS, reference is made to that certain document entitled "CHAMPIONS
FOR CHANGE – HEALTHY COMMUNITIES INITIATIVE CONTRACT", dated
December 13, 2016, and further identified as Contract No. PH-003253, and any
Amendments thereto (all hereafter "Contract"); and

WHEREAS, County has been allocated Child Care and Development Block Grant
funds with Catalog of Federal Domestic Assistance (CFDA) Number 93.575, pass
through the California Department of Education; and

WHEREAS, it is the intent of the parties to Amend contract to provide support for
California Transitional Kindergarten Stipend Incentive Program (CTKSP), as described in
Scope of Work, Exhibit B-4, increase the maximum obligation of County, and make other
hereafter designated changes; and

WHEREAS, on November 20, 2018, the Board of Supervisors authorized the
Director of Public Health, or designee, to execute amendments to the contract for

CTKSP services; and

WHEREAS, said Contract provides that changes may be made in the form of a written amendment which is formally approved and executed by the parties.

WHEREAS, Contractor warrants that it possesses the competence, expertise, and personnel necessary to provide services consistent with the requirements of this contract.

NOW, THEREFORE, the parties hereto agree as follows:

1. This Amendment shall be effective upon Board approval.
2. Paragraph 5, MAXIMUM OBLIGATION OF COUNTY, Subparagraph C

shall be deleted in its entirety and replaced to read as:

“C. Effective October 1, 2018 through September 30, 2019, the maximum obligation of County for all services provided hereunder shall not exceed One Million Four Hundred Forty-Four Thousand, One Hundred Twenty-Six Dollars (\$1,444,126). Of this amount, Four Hundred Forty Four Thousand, One Hundred Twenty-Six Dollars (\$444,126) is allocated for the Champions for Change – Healthy Communities Initiative for the period October 1, 2018 through September 30, 2019, as set forth in Exhibit C (Schedule 3), and One Million Dollars (\$1,000,000) is allocated for CTKSP services for the period November 20, 2018 through March 31, 2019 as set forth in Exhibit C (Schedule 4), attached hereto and incorporated herein by reference.”

3. Exhibit B-4 shall be attached hereto and incorporated herein by reference.
4. Exhibit C (Schedule 4) shall be attached hereto and incorporated herein by reference.

IN WITNESS WHEREOF, the Board of Supervisors of the County of Los Angeles has caused this Amendment to be subscribed by its Director of Public Health, or designee, and Contractor has caused this Amendment to be subscribed in its behalf by its duly authorized officer, the day, month, and year first above written.

COUNTY OF LOS ANGELES

By _____

Barbara Ferrer, Ph.D., M.P.H., M.Ed.
Director

LOS ANGELES COUNTY OFFICE OF
EDUCATION

Contractor

By _____

Signature

Printed Name

Title _____

(AFFIX CORPORATE SEAL)

APPROVED AS TO FORM
BY THE OFFICE OF THE COUNTY COUNSEL
MARY WICKHAM
County Counsel

APPROVED AS TO CONTRACT
ADMINISTRATION:

Department of Public Health

By _____

Patricia Gibson, Chief
Contracts and Grants Division

BL#04521

COUNTY OF LOS ANGELES DEPARTMENT OF PUBLIC HEALTH
SCOPE OF WORK
LOS ANGELES COUNTY OFFICE OF EDUCATION
 California Transitional Kindergarten Stipend Program
 Upon Board approval – March 31, 2019

DELIVERABLES	ACTIVITIES	COMPLETED BY	DOCUMENTATION/TRACKING MEASURES TO BE KEPT ON FILE
<p>1. Contractor will enhance Champions for Change – Healthy Communities Initiative services Scope of Work Deliverable 4 by including California Transitional Kindergarten Stipend Program (CTKSP) training activities.</p> <p>Training: Partner with DPH to align efforts regarding policies, system, and environmental change efforts (in particular, California Budget Act of 2014-15 – TK Stipend)</p>	<p>Conduct training for 50% of transitional kindergarten (TK) teachers and administrators serving Los Angeles county school districts.</p> <ol style="list-style-type: none"> 1. Each participant (TK teacher) will participate in 4 training sessions. Training sessions will utilize the California Department of Education specialized TK professional learning modules which highlight the alignment of the California Preschool Learning Foundations, California Preschool Curriculum Framework with the California Standards for kindergarten. 2. A minimum of 1 CPIN-TK session will be conducted per week to meet the scope of work. 3. The training content will include the following Preschool Learning Foundations domains: <ul style="list-style-type: none"> • Social-Emotional Development • Language and Literacy Development • English Language Developemnt • Mathematics • Physical Development • Visual and Performing Arts • History-Social Science • Science • Health 4. Participants will be provided professional resources, such as the CA Preschool Learning Foundations. 	<p style="text-align: center;">3/31/19</p>	<p>Training schedules, agendas, handouts, sign-in sheets to be kept on file, and progress reports as well as final report to be submitted to DPH.</p>

California Transitional Kindergarten Stipend Program
Los Angeles County Office of Education
Date of Board Approval - March 31, 2019

		TOTALS
	Personnel	
	Regional Lead 0.3 FTE	\$25,440
	English Learner Lead 0.9 FTE	\$72,480
	Professional Education Experts	\$150,000
	Support Staff	\$45,642
	Subtotal Salaries	\$293,562
	Benefits	\$92,076
	Subtotal Benefits	\$92,076
A	TOTAL PERSONNEL	\$385,638
	Operations	
	Books and Journals	\$56,988
	Supplies and Services	\$50,000
	Travel	\$5,000
	Consultants, Contracted Services, Other Operating Expenses	\$327,000
	Phone/Fax	\$13,600
	Postage/FedEx	\$8,000
	Printing/Copying	\$25,000
	Facility Rental/Minor Equipment	\$30,000
B	TOTAL OPERATIONS	\$515,588
C	TOTAL DIRECT COSTS (A+B)	\$901,226
D	TOTAL USED TO CALCULATE INDIRECT	\$901,226
E	INDIRECT COSTS	\$98,774
	BUDGET TOTAL (C+E)**	\$1,000,000